

# SWVTC UPDATE



## *From the Director...*

Our annual unannounced ICF/MR survey was completed April 29<sup>th</sup> through May 1<sup>st</sup>. Five survey team members from the Department of Health's Center for Quality Health Services and Consumer Protection conducted the survey. As all of you know, no deficiencies were noted.

A deficiency-free survey is quite an accomplishment and a reflection of the excellent work that each of you do. The survey process itself can be very stressful, with persons you don't know watching your work closely and your knowing how important the results can be. To be able to perform at such a high level that results in no noted deficiencies demonstrates an ability to perform your duties regardless of the intensity of scrutiny and a dedication to providing support, care, and friendship for our residents that is superior in every way. It is indeed an honor for me to work with you.

While it is fun to celebrate the achievement of a deficiency free ICF/MR survey, we have many challenges ahead of us in the next year. We have to face the challenge of maintaining our ICF/MR level of service at the level that we have achieved. We also will be facing an even greater emphasis on implementation of the principles of Person Centered Thinking and Self-Determination. You will be hearing even more in the coming months about choice, self-determination, community participation, dignity, support, and many other ideas that will serve as guides as we continue to evolve in our endeavor to improve as a facility.

Congratulations on your accomplishment, and thank you for all the excellent work that you do.

## *Bulletin Board*

**Employee Recognition  
Picnic**  
June 11

The **June** Issue of the *SWVTC UPDATE* will be a collection of photos commemorating our Employee Recognition Picnic.

**Vendor's Fair**  
June 18, 9-5  
Picnic Shelter

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## SWVTC Employee Recognition Picnic

**Date:** Wednesday, June 11, 2008

**Time:** 11:00 a.m. to 2:00 p.m. (1st Shift)  
5:00 p.m. to 6:30 p.m. (2nd Shift)  
RLU Delivery (3rd Shift)

**Menu:** BBQ and  
Hotdogs with slaw  
and chili, Baked  
Beans, Potato Salad,  
and for Dessert, Ice  
Cream Sundaes

**Location:** SWVTC Picnic Shelter

**Service Awards** will be presented at 12:30 p.m.

Grab your flip-flops and sunglasses and come enjoy a beach party featuring great food, beach volleyball, putt-putt, a cake walk, door prizes, a photo op, and more!



## SWVTC Says Goodbye to CommonHealth Coordinator

On April 30, SWVTC honored CommonHealth Regional Coordinator Bev Haddock with a farewell reception. SWVTC Greenhouse provided the beautiful geranium as a centerpiece and gift for Bev.

An e-mail from Rose O'Toole, CommonHealth Program Manager, states, "Governor Kaine has tasked each agency to re-examine processes and procedures to improve efficiencies in state government. DHRM has used this opportunity to review the CommonHealth program and has recommended modifications.

Using the Commonwealth of Virginia Campaign as a model, the CommonHealth workplace wellness program will be delivered to state employees by state employees rather than by an outside vendor. CommonHealth will continue to provide the same high-quality programming and delivery of other wellness services state employees have received during the past 22 years."

SWVTC will greatly miss Bev's enthusiastic approach to teaching health and wellness. We wish her the very best!



## Frequently Asked Questions – CommonHealth Program

### Q1. I have heard that CommonHealth will be discontinued on July 1. Is this true?

No. The Commonwealth is committed to the CommonHealth employee wellness program and will continue to encourage healthy lifestyles, just as it has done for the last 22 years. The only change involves how the program will be administered.

### Q2. Why is the CommonHealth employee wellness program administration being changed?

Governor Kaine has asked each agency to review its processes and procedures to make programs as efficient and effective as possible. DHRM took the opportunity to examine the CommonHealth program and found that re-engineering the program would yield significant service and cost benefits. For agencies and locations served by CommonHealth, *everything will be the same*, except the program will be moved from a vendor to DHRM. Additionally, the program will benefit by using technology and other State resources that are available rather than having to rely solely on a third-party vendor.

### Q3. What additional changes will occur after July 1?

A new, expanded and easier-to-use Web site will be introduced, featuring a variety of educational tools and links to other wellness resources. The program will continue its focus on employee education and look for opportunities to use technology to increase employee participation and reach the unique situations of agencies, such as those with 24/7 operations.

### Q4. Will the current CommonHealth programs continue to be offered?

Yes. CommonHealth will continue all current programs, including health checks, health risk assessments, smoking cessation, and the prenatal program, in addition to on-site visits by a Regional Coordinator who will be a state employee.

### Q5. Who will be my Regional Coordinator?

Regional Coordinator positions, to serve specific areas of Virginia, will be posted at <http://jobs.virginia.gov/> soon. The positions are open to the general public and all interested applicants are encouraged to apply.

### Q6. Will fitness classes continue to be offered at my location?

CommonHealth sponsored fitness classes will no longer be offered after July 1, 2008. It is not efficient or fair to offer classes at a few, specific, locations. Classes may continue outside of the CommonHealth program if the instructor and employees are willing to coordinate efforts and design their own payment system.





# SWVTC Campus Clean Up May 7, 2008



↑ Bill Bryant and Shannon Brown work on flower bed in front of Building 10.



← ↑ Calvin gives Don a lesson in leaf-blowing.



↑ B & G Department moves old patio furniture from one of the living units.



B & G took on extra work on May 7 during Campus Clean Up. Thank you! →



← Carole Everhart (left) and Petti Cash (right) clean up the Memorial Park.



## Reminders from Security Department

By Larry Smith, Chief of Program Support Services

The Security Department would like to remind staff that parking is authorized in designated areas only. The only exception is during shift change hours of 6:30am – 7:30am and 2:30pm – 3:30pm. Due to limited parking, staff may park behind other vehicles in the parking areas, but not in the roadway along the curbs. Staff should move their vehicle into a parking space as soon as one becomes available. Security personnel have observed an increase in improper parking and parking in other than designated parking areas. Security personnel will be closely scrutinizing parking and issuing citations where appropriate in the future.

Also the Security Department would like to remind staff that items that produce a sustained open flame are prohibited. Security personnel have observed scented candles in staff offices and other various places on SWVTC grounds. These items should be removed to avoid unnecessary risks of fire and accidental burns to staff and residents. Future infractions will be reported to Supervisors.

Summer is almost upon us, which means that people will be engaging in water activities such as swimming, water skiing, and boating. The Security Department would like to remind employees to remember these key safety measures while enjoying water activities:

- When swimming, utilize public pools where there are other people and trained rescue personnel on duty.
- If waterways are used never swim alone, use the buddy system, especially if you are unfamiliar with the area.
- Use approved water flotation devices when appropriate, especially with small children.

- If you are swimming in a river or ocean be aware of swift undercurrents and undertows that could pull you underwater.

Thinking of these measures while enjoying your water activity enhances your ability to avoid an unnecessary accident, be safe and Have a Great Summer!

## Calvin's Corner

### Leave Approval Procedures for Direct Support Staff

By Calvin Griffith, New Horizon Program Manager

Questions seem to arise fairly often about the leave approval process for Direct Support Staff. Please note the following prioritization order that is being followed by Program Managers regarding leave requests:

- Priority "Vacation" leave is scheduled well in advance, before any other leave requests. This leave may be changed only at the request of the individual, or in a case where the staff person does not have adequate leave to cover the vacation time. Established procedures for the approval of priority vacation time are followed.
- Next, any leave requests for "emergency" type leave is scheduled. Examples of this would be staff on extended leave (such as VSDP) or worker's compensation.
- After the above, any leave requests for medical appointments are considered. **Staff should make every effort to schedule medical appointments for rest days or during non-work hours.** Also, staff must work a portion of the day if possible. For example: A medical appointment for a first shift staff person at 1:00 p.m. will result in only partial-day approval.
- All other "regular" leave requests are considered next. The order for approving these type leave requests is as follows:

*Continued on next page...*

... "Calvin's Corner", continued from Page 3

1. Requests from staff that are in a "use or lose" status with their annual leave are given first priority for regular leave requests. Staff persons in this status are considered based on how much annual leave they are in danger of losing. For example, a staff person in danger of losing 100 hours of annual leave would be given priority over a person in danger of losing 50 hours of annual leave.
  2. Next, those leave requests from staff not in a "use or lose" status are considered. These requests are considered based on total annual leave balance. Example: A person with 40 hours of annual leave is considered before a person with 32 hours of annual leave.
- Program Managers also take into account issues such as assuring that RLU's have familiar staff present at all times. Leave may be denied when campus coverage is adequate but approving leave would result in the absence of familiar staff in a particular area.
  - Leave approval is looked at for two-week increments, the first half of each month and the second half; and is done so approximately 2 weeks in advance. Example: Leave requests for the period of July 1 – 15 will be reviewed on or around June 16<sup>th</sup>. Leave requests for July 16 – 31 will be looked at on or around July 1<sup>st</sup>. Other leave requests are reviewed on a weekly basis, or as necessary. Staff must understand that if they want to have a better chance at getting leave approved, they must submit their requests prior to the timeframes noted above.

If any Direct Support staff has questions about this process, please contact your Program Manager for clarification. It is helpful to everyone, especially the individual, to have a clear understanding of this process.

## A Bunch of Big Losers!

The "At Work" meeting of **Weight Watchers** has just completed the 13<sup>th</sup> week. The total weight loss for the group is a whopping **354.4** pounds! This great group of fun-loving folks meets every Thursday evening at 5:15 p.m. in Building 1, Classroom 1, for about 45 minutes. A "new session" will begin in approximately four weeks.

Special pricing for Weight Watchers "At Work" meetings is available to state employees, spouses, and adult dependents. In addition, SWVTC employees currently eligible for the state health benefits program may be reimbursed for half of the cost of Weight Watchers service fees. However, this reimbursement is not available to spouses and adult dependents and is valid for employee service fees only. To be reimbursed, employees must be eligible for the state health benefits program and complete the participation requirements of a Weight Watchers program.

Questions?? Stop by Human Resources!!

**COME JOIN US!**

## SWVTC Celebrated National Employee Health and Fitness Day

By Deborah Lowe

On May 20, 21, and 22, 117 employees participated by taking a 15-minute walk around the Center. Once employees completed the walk they stopped by the HR office and received a complimentary apple and a bottle of water. Each participant will also receive a Carabiner keychain.



## Exciting New Work Program for 7A

By A. J. Lephew, Direct Support Professional

Individuals on 7A are participating in an exciting new work program involving the use of computers to create products including banners, business cards, certificates, forms, greeting cards, invitations, and many other useful items frequently purchased. The prices are less expensive than most companies.

All products are prepared using client input and some even include original artwork created by the clients. All proceeds are divided among the clients residing on 7A and are distributed into their personal funds account.

If anyone needs any of the products 7A offers call them at ext. 216 or call Bryant Neff at ext. 190/189. You may also fill out an order form designed by 7A clients and send it through the mail, and they will fill your order as soon as possible. Please send orders in at least two weeks in advance. Emergency orders are accepted, but this is still a learning experience for the clients. Samples are available for browsing through, but most of the work is created from scratch.

## Greenhouse Reports “Incredibly Successful” Mother’s Day Sale

Lee Beeman, Vocational Instructor

The Greenhouse Committee and the Community Experience team express gratitude to everyone who was a part of the INCREDIBLY SUCCESSFUL MOTHER’S DAY SALE!!

On May 9, in celebration of Mother's Day, these teams sold bedding plants, house plants and tomatoes at the SWVTC Greenhouse. They

also grilled hot dogs and served chips and drinks, which everyone seemed to thoroughly enjoy!

THANKS to Building 3 and 4 residents who helped throughout the day.

Christopher Brooks, reporter for the *Galax Gazette*, helped tremendously by mentioning the sale in the newspaper a couple of weeks before the sale and encouraging the public to come out and enjoy the activities. Several members of the community attended, purchasing plants and enjoying lunch.

Congratulations to Greg Kemp (Building 12 Case Manager) and Trish Lineberry (3B first shift) who won two out of four drawings. Two folks from the community won the other two drawings.

Community members who attended the sale and lunch seemed very receptive to the Center’s efforts and vision concerning the Greenhouse. Several stated that they would like to come back for future projects and sales.

One member of the community stated that she never really knew "what went on here" at the Center. She further stated that it takes very special people to do what we do and she is glad that we do it. She also mentioned that she has seen our facility and the greenhouse in the paper often recently and was very excited to come out and support us. WOW!! Nothing could have made me feel more proud than I did at that minute!

The next endeavor of the Greenhouse Committee and the Community Experience teams will be planning for fall plants like Mums and Pansies. We will go shopping for these plants in the next few days and start planning and, of course, PLANTING!!

Again, A great big thanks to everyone who helps to make our dreams reality!!

## Thank You from Cottonmouth Xpress

By Bobby Phillips, Transportation  
Officer

I would like to thank everyone for coming out to see Cottonmouth Xpress on Saturday, May 17. We had a great time.

The band thoroughly enjoyed playing for everyone, and we were truly blessed by the reaction we received from the crowd.

We look forward to playing for SWVTC again.

Thank you,  
From Cottonmouth Xpress: Ricky Jones, Bobby Meadows, Mark Ivester, Scott Mays, and myself.



## SWVTC Celebrated Employee Recognition Day

As part of National Public Service Week on May 7, 2008, SWVTC Employees enjoyed ice cream and apple pie from McDonald's at the picnic shelter.

Thank you for all you do!







## CommonHealth



### Employee Picnic

*June*

*Don't miss the video –  
Day & Night Strategies for Shift Workers  
(How to improve your sleeping habits)*



Stop by our table, watch the video,  
and sign up for door prizes.

### A BIG THANKS!

SWVTC helped JMH Blood Mobile out to a great start for the month of May – 25 UNITS DONATED!!! A big thanks from JMH to SWVTC! Please consider becoming a donor.

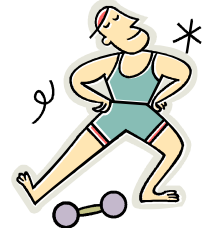
### JMH BLOOD DRIVE



Thursday, June 26, 2008  
10 a.m. till 3 p.m.

Johnston Memorial Hospital Blood Bank is one of only two self sufficient, hospital based, blood donor collection centers in the Commonwealth of Virginia. The vast majority of the blood products collected here remain in this area, supporting the patients of Southwest Virginia. JMH also is the main provider of blood in Smyth, Carroll, and Grayson counties – serving Twin County Regional Hospital and Smyth County Community Hospital.

**WEIGHT  
WATCHERS**  
Thursdays at 5:15  
at SWVTC  
in Classroom # 1



A Bunch of Losers!!!  
**Cumulative total lost 354.4 lbs.**

**You still have time to join!**



**NATIONAL  
SAFETY  
MONTH** 08

Week 1: June 2-6

**Emergency Preparedness**

Week 2: June 9-13

**Distracted Driving**

Week 3: June 16-20

**Poisoning Prevention**

Week 4: June 23-27

**Falls Prevention**

**Watch for poster each week!**

### FUTURE MOMS

Expecting?  
One of the best things  
you can do  
for yourself and your baby  
is to enroll in **Future Moms**.  
Call today 1-800-828-5891.



Website [www.commonhealthva.com](http://www.commonhealthva.com)

## \* 2008 Graduates \*

Congratulations to all Housekeeping Department's proud parents and grandparents of this year's graduates. **Mike Deskins'** son, David, an Honor Graduate at Carroll County High School, plans to major in Psychology at Wytheville Community College and Old Dominion University. **Linda Turman's** grandson, Shannon Smith, is graduating from Floyd County High School and plans to study diesel mechanics at New River Community College. **Opal Alley's** granddaughter, Alley Blevins, is graduating from Galax High School and plans to pursue a nursing career.

Our pre-kindergarten graduates are **Nora Keith's** granddaughter, Sarah Keith, at Gladesboro Elementary; **Janie Walls'** grandson, Jonah Walls, at Oakland Elementary; and **Tom Stout's** grandson, Ty Coalson, at Hillsville Elementary.

SWVTC Housekeeping Department

### Graduates from Pathways:

Jaye McKinna Edmonds, daughter of **Wayne and Linda Edmonds** graduated from Carroll County High School on May 17<sup>th</sup>.

Cody Webb, son of **Collene Webb** graduated from Carroll County High School on May 17<sup>th</sup>.

Kristen Jackson, daughter of **Ben and Angela Jackson** graduated from UVA on May 18<sup>th</sup>.

Misty Easter, daughter of **Linda and Gary Haynes** graduated from the RN program at WCC on May 10<sup>th</sup>.

Ashley Coble, daughter of **Misty Coble** graduated from WCC on May 10<sup>th</sup>.

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**Doug Smith's** son, Patrick Smith, will graduate from Carroll County High School on Saturday, May 17<sup>th</sup>, and plans to attend Emory and Henry College this fall.

**Ricky Bedwell's** son Mark graduates from Grayson County High School and will attend Concord University majoring in education. He plans to teach history and coach track-and-field and cross country.

Drew Webb, nephew to **Linda Jennings, Barbara Edwards,** and **Brenda Webb**, graduated from Carroll County High on Saturday, May 17. He hopes to study special education and further his baseball career. His aunts are EXTREMELY proud of him and wish him well!!

**Susan Holder's** oldest son, Morgan, graduated from Galax High School on May 23. He will attend Virginia Tech in the fall.

**Gary Motsinger's** son, Joshua, who volunteers here at SWVTC, graduated from Carroll County High on May 17.

Leanne Patton, daughter of Ray and **Lisa Patton**, graduated from Carroll County High on May 17. She plans to attend Wytheville Community College in the fall and then transfer to Radford University to pursue a degree in Art Education.

Bo Pollard, **Glen & Audrey Pollard's** son, graduated from Grayson County High School. He plans to attend Emory and Henry in the fall.

Jared Havens, **Tammy Mabe's** son, graduated from Carroll County High School.

Congratulations to Whitney R. Dalton on her graduation from Carroll County High School. She is the daughter of **Susan Keith**, Office Services Assistant in Food Service.

Brittani Danielle Rector, **Tina Rector's** daughter, graduated from WCC with a certificate in Licensed Practical Nursing. She plans to pursue her education in the medical field.

**Debbie Overfelt's** daughter, Carlie Overfelt, graduated from the University of Virginia, Sunday, May 18, with a BA in Linguistics and a minor in Spanish.

## Keeping Up with Coworkers ...

### THANKS!

Thanks to everyone for the phone calls, cards, flowers, food, and acts kindness while I was out. I appreciate your thoughtfulness and concern.

**Tina J. Rector**

I would like to take this opportunity to thank all those individuals who shared so much with me before, during, and after the passing of my mother.

**Mark Wells**

We would like to thank **Jeff Vass** and **Darren Hampton** for their hard work painting our cottage; everyone in 8A and 8B for hanging pictures, and all staff that have donated time, pictures and other supplies to update our home. Please feel welcome to come by and visit or just admire our new home.

8B Gentlemen

Thank you to **Jeff Vass** and **Darren Hampton** on the great job they did painting for the 6A residents and staff recently. It looks great and we appreciate you guys.

Sandy Reavis, 6A

**New Horizon** is really excited about all the recent additions and upgrades to the living environments, both inside and out! We have new furniture, new storage areas, new patio furniture and covers, new flowers and plants, etc. We extend our thanks to everyone that has had a part in making all these changes possible. We are indeed fortunate in many ways!!

Calvin Griffith, Program Manager

### Comings and Goings...

Welcome back to **Dana Ward** who has been out on Maternity Leave.

Cathy Travis

- Welcome to new employee Keisha Shockley, recently hired to work 3C, 3<sup>rd</sup> shift!

- Goodbye and Best Wishes to Rosalind Young and Jerry Gallimore.
- Congratulations to Julia Quesenberry, who has recently joined the Health Information Management Department.

Calvin Griffith, Program Manager

We would like to thank **Racheal Riffey** for her short stay and congratulate her on her ATS position on 6D. We would also like to congratulate **Dee Ann Brooks** on her new ATS position.

8B Staff and Gentlemen

Food Service welcomes new employees:

Full-Time: **Linda Aneshansley** and **Tracy Easter**  
Part-Time: **Amy Vaughan**, **Gaye Frazier**, and **Joe Shaffer**

Food Service congratulates Paul Howlett for accepting a Delivery position.

Pathways 5C Third Shift welcomes – **Joann Beth Cruise**.

### Congratulations!

Congratulations to **Carrie Carpenter** on her marriage May 19<sup>th</sup>.

Sandy Reavis, 6A

### Sympathy

Prayers and condolences to those within the Housekeeping Department, who wish to remain anonymous, on recent losses of loved ones.

### Illness

Get Well Wishes go out to **Rita Reeves** and **Wanda Semones**.

Cathy Travis

We would like to welcome **Beverly Turman** back to work after her illness. Thank you Beverly for all your hard work!

8B Staff and Gentlemen



## Keeping Up with Coworkers ... (cont'd)

Pathways welcomes back **Harold Cox** from a long recovery from surgery.

### *Vacations*

**Linda Turman** and **Opal Alley** recently enjoyed a two-day tour of Charlottesville, Richmond, and Tangier Island. Janie Walls returned from a vacation at Myrtle Beach, South Carolina.

Tom Stout, Housekeeping

Welcome back to **Robin Bond**. Robin returned from a wonderful vacation with her sister and family to Florida in May. I'm sure she was sad to leave Florida, but staff and residents are glad to have her back.

Sandy Reavis, 6A

### *Service to our Country*

Good thoughts and prayers go to **Karen Goad** as her son, Justin, prepares for a second tour of duty with the Marine Corp in Iraq.

Housekeeping Department

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## Sports Star, Bo Pollard

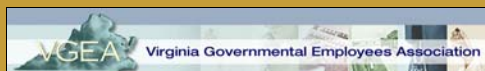
(Article and picture courtesy of *The Declaration*, Independence, VA)

Bo Pollard, (SWVTC Purchasing Director, Glen Pollard's son) recently signed a letter-of-intent to play football for Emory & Henry College. Pollard was a 3-sport star at Grayson County High School, playing quarterback for the football team, second base for the baseball team, and wrestling. He is shown with his parents, **Glen** and **Audrey Pollard**; back row: from left: Adam Sparks, GCHS athletic director; Brett McPherson, GCHS head football coach; Mike Worrell, GCHS head baseball coach; Diane Haynes, GCHS principal.

## Vendor's Day!!

**June 18th**

9 am until 5 pm  
SWVTC Picnic Shelter



This is your opportunity to check out some really great optional benefits that are offered to you as employees of SWVTC. It is a chance to add some additional insurances; such as cancer insurance, disability insurance, etc. Also, you can have it deducted from your check. Stop by and check it out.

Contact Dianne Parker in Human Resources (ext 119) for additional details or questions.

**Memorial Day**  
Observed  
May 26, 2008



### Southwestern Virginia Training Center

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